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**CALIFORNIA
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TO: District and County Superintendents of Schools

Attention: Golden State Examination (GSE) Test Coordinators
Directors of Testing
Directors of Curriculum

FROM: Phil Spears, Director
Standards and Assessment Division

SUBJECT: **Registration for the Spring 2002 Golden State Examinations**

It is time to register for the spring 2002 administration of the Golden State Examinations. Spring administration begins on May 1 and ends on May 31. Enclosed are registration materials to be completed and returned on or before January 16, 2002. They include:

- ◆ *District Registration Form*
- ◆ *School Participation Roster*
- ◆ *School Registration Form(s)*
- ◆ *Request for Alternative Test Dates*

Registration. Sacramento County Office of Education (SCOE) and Data Recognition Corporation (DRC) are the contacts for registration information and for distribution of materials. The *District Registration Form*, *School Participation Roster*, and *School Registration Form(s)* must be completed and mailed or faxed to DRC by January 16, 2002 (see *District Registration Form* for address and fax number). Districts that do not register by the deadline may limit their students' opportunity to participate.

Enclosed is a preprinted *School Registration Form* for each school enrolled in the spring 2001 test administration. The school form contains the number of tests ordered for each subject for spring 2001, the number of scorable tests returned, and a proposed order number for spring 2002. The proposed number is based on the number of scorable returned tests plus 10%, rounded to package-sized quantities. Changes may be made to the proposed order number. If an increase is requested, a justification must be provided. You may be contacted if a school orders a significant increase in the number of tests or if an order is not clear. Subjects that were not tested in your school(s) in spring 2001 may be added for this year's administration. A reproducible blank form is included for additional schools that wish to participate.

Due to budget limitations, the GSE program cannot afford to print and send test material that is not used. The test order procedure helps to bring enrollment numbers in line with the number of students actually tested. The separate *School Registration Form* for each school should help you work with your schools to obtain accurate numbers of students and a commitment from teachers to administer the examinations. The *Sample of the Test Order Table* is enclosed to assist in the completion of that portion of the registration form.

Testing Window. The testing window for spring 2002 extends from Wednesday, May 1, through Friday, May 31. Districts may allow schools to choose different testing dates within the window; however, all students within a school must be tested on the same date(s) to ensure test security.

Testing Window Exceptions. Districts that wish to test before May 1 or after May 31 need prior approval. The *Request for Alternative Test Dates*, provided for that purpose, must be completed and faxed to SCOE at (916) 228-2665 by January 16, 2002. If you have questions about the testing window or alternative test dates, please call SCOE at (916) 228-2662.

Student Eligibility. All Golden State Examinations for the 2002 administration (winter and spring) are aligned to state content standards. Ten Golden State Examinations will be administered in spring 2002. The examinations in first-year algebra, geometry, U.S. history, government/civics, economics, biology, chemistry, second-year coordinated science, and physics may be taken by students who are enrolled in the course at the time of the exam or who have taken the course since the previous test administration. The second-year Spanish language examination may be taken by students at the end of their second year of high school Spanish or its equivalent. The examinations in first-year algebra and geometry may be taken by students who are currently completing a second-year integrated mathematics course.

Please note that students are eligible to take each GSE only one time.

Test Administration. Each GSE consists of two sessions. This format allows schools to test students using one of the three following options: two periods in one day, two regular 45-50 minute periods on consecutive days, or a block administration on one day. Teachers and students are urged to use a class period prior to the first day of GSE administration to complete identification information and prepare answer documents.

Special Accommodations. Accommodations for testing as specified in a student's Individualized Education Program (IEP) or 504 plan apply to GSE administration. For students with visual impairments, a copy of the examination to be administered can be sent to the district for enlargement or reproduction in Braille. Please allow sufficient time for this process. Contact SCOE at (916) 228-2662 for more information, questions, and/or arrangements for special testing needs or situations.

Change for the GSE in First-year Algebra and the GSE in Geometry

Calculators may be used during session one only. Calculators may not be used during session two. Use of calculators during session two will invalidate student results.

Teacher Guides. The GSE Teacher Guides provide information about each subject area, including test content and structure, sample questions, scoring guides, and samples of student work with teacher commentary. State content standards addressed by sample questions are identified. Reproducible masters of the guides were mailed to districts. The guides also are available at <http://www.cde.ca.gov/statetests/gse> on the Internet.

The Communications Assistance Packet for 2002 will be posted on the Internet in December. Districts will be notified when this packet is posted.

Golden State Seal Merit Diploma. The Golden State Seal Merit Diploma, authorized by Education Code sections 51450-51455, recognizes students for outstanding academic achievement. The Education Code requires using GSE results to identify students who are eligible for this honors diploma.

To be eligible for the Golden State Diploma, students must complete requirements for their regular high school diploma and must attain high honors, honors, or recognition designations on six Golden State Examinations. These achievement levels must be reached on the Golden State Examinations in U.S. history, written composition or reading/literature, a mathematics examination, a science examination, and two other Golden State Examinations of the student's choice. More than 22,000 Golden State Diplomas have been awarded: 1,418 to 1997 graduates, 2,739 to 1998 graduates, 5,131 to 1999 graduates, and 6,001 to 2000 graduates. To date, 6,762 diplomas have been awarded to 2001 graduates.

The opportunity to earn a Golden State Diploma may influence a student's decision to participate in the Golden State Examinations. It may be useful for students to develop a long-term plan to ensure that those who wish to strive for the diploma will have the opportunity to do so. The *Student Planning Guide* is available in the Communications Assistance Packet for student use.

If you have general questions about the Golden State Examination or Golden State Diploma programs, please contact the Standards and Assessment Division of the California Department of Education at (916) 657-3011 or star@cde.ca.gov (e-mail). If you have questions about registration, call DRC at (888) 476-0264. If you have questions about operational aspects of the spring 2002 test administration, call SCOE at (916) 228-2670. Thank you for your continuing support of this important student recognition program.

Enclosures

*District Registration Form**
School Participation Roster
*School Registration Form(s)**
Sample of the Test Order Table
Request for Alternative Test Dates
Worksheet for Science Laboratory Kit Calculations
Worksheet for Second-year Spanish Language Audiocassettes

*District and county superintendents receive a sample copy of this form. All other forms are sent to district test coordinators only.